

**Department of Mental Health  
Adult Community Clinical Services**

**Frequently Asked Questions**

**Rehab Option: “R” Day Reporting  
Resolving Critical Needs**

**Question:** ACCS providers are required to conduct a screening with a person referred within 72 hours of the referral, including weekends and holidays. If as a result of the screening it is determined interventions are needed to address acute risk issues and to maintain health and safety until an assessment and Community Service Plan are completed, the clinical staff and the person develop, document and implement an initial plan that addresses their immediate needs. What are the guidelines for “R” Day reporting when the initial plan interventions are implemented?

**Answer:** When completing the Service Reporting Service Delivery Report (Service Reporting SDR) the ACCS provider may report “R” Days for each day staff implemented interventions as documented in the initial plan. It is expected that the initial plan is a time limited plan and any critical needs not resolved prior to the completion of the Comprehensive Assessment will be included in the Assessment. Therefore, under these circumstances “R” Day reporting may only occur between the date the initial plan was developed and the Comprehensive Assessment is finalized.

Evidence of staff work will be, in all cases, the completion of an ACCS Monthly Note which must identify the initial plan intervention(s) implemented for which the ACCS provider is reporting a “R” Day.